

Building Permits are required for all aspects of construction with the exception of painting, landscaping, asphaltting and concrete walks and minor cosmetic repairs not exceeding \$5,000.00.

Application for a Building Permit can be made at:

Town Hall  
Engineering Department  
100 Elizabeth Drive  
Gander, NL A1V 1W6

Phone: 709-651-5915

Office Hours:  
8:30 am to 4:30 pm

All construction is to be inspected by the staff of this department at the following stages of construction as per Town regulations.

**Owners or Contractors are responsible to ensure that each inspection is requested at least 24 hours in advance. The Town of Gander will do its best to ensure that inspections are carried in a timely fashion.**

**If necessary, to verify compliance to the National Codes, the Town's Inspector may order the uncovering or exposing of some aspects of construction in order to validate its integrity.**

A fee of One Hundred Dollars (\$100.00) will be deducted from the Grading/Inspection Deposit if the inspector is required to repeat a stage inspection due to recurring deficiencies, or premature request of inspection. (Please note that inspections will not be carried out on partial completion of required stages.)

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## REQUIRED INSPECTIONS

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### 1. Water/Sewer Inspection

The water and sewer connections at the lot line **MUST** be inspected by the Town's water and sewer department **PRIOR** to backfilling.

The onus is on the owner to arrange for inspection and failure to have this inspection done **will result in the Town issuing an order to uncover the excavation and expose the pipes and connection.** The owner will also be responsible to repair any known discrepancies at his expense.

- A minimum ¾" copper (type K) Polyethylene/aluminum/polyethylene (CSA B137.10 and ASTM F1281) or crosslinked polyethylene pipe CSA B137.5 service line is required and shall be connected to the Town's water system with compression fittings.
- Minimum 4" sewer service pipes are to be connected to the Town's sewer system. **(Sanitary sewer pipe shall be SDR-35 and GREEN in colour & the storm sewer pipe shall be SDR-28 and WHITE in colour.)**

Where sewer lines are installed before the footings are place, both sanitary & storm sewer lines must be capped.

Where footings are in place at the time the lines are installed, the sanitary sewer line **only**, must be extended inside the footings.

### 2. Footing Inspection

After footings have been cribbed, the Town **MUST** conduct an inspection to make sure that the size, and grade, etc. comply with the approved plans, plot plan and grading plan.

Town of Gander will verify and approve the Top of Footing Elevation prior to placing concrete.

The onus is on the owner to ensure the Town is notified before the footings are poured. **The location of footings will not be checked by the Town of Gander. Footings are to be established by a Newfoundland Land Surveyor and a copy of the House Placement Verification (see form enclosed) shall be forwarded to the Town of Gander prior to any further construction taking place.**

### 3. Pre-Backfill Inspection

If Insulating Concrete Forms (ICF) are being utilized for the foundation, an additional inspection shall be performed **PRIOR** to concrete being poured to check for re-bar size and location, etc. Once again, the onus is on the owner to ensure the Town is notified before the foundation wall is poured.

- After weeping tile has been placed and covered with at least 150 mm (6") stone, the Town must be contacted to view weeping tile, stone, damp proofing, etc.
- Weeping tile must be connected to the Town's storm drainage system in the street.

If there is no storm system in the street, the weeping tile must drain into an open ditch to the rear of the property.

- Weeping tile shall be exposed at four locations, one each front and back, one to each side. **The connection to the storm sewer shall also be exposed and clearly visible.**
- Weeping tile shall not be connected to the sanitary sewer system.
- Roof Drains are not to be connected to weeping tile.
- Window well drains are not to be directly connected to the weeping tile.
- The footings and foundation will also be inspected at this time.
- Foundations which require lateral support as per section 9.15.4.2, 9.15.4.3, and 9.15.4.4 of NBCC shall have such lateral support in place prior to inspection.
- Backfilling shall not commence until this inspection has been completed.

### 4. Pre-Slab Inspection

Before pouring floor, an inspection of all in floor plumbing must be completed.

- Floor drain installed. Drain connected to sanitary sewer.
- Back water valve installed on sanitary sewer service line as per Municipal Regulations and By-Laws.
- Pressure reducing valve installed if pressure exceeds 550kpa. Notification to be on approved plans.

### 5. Framing/Structural Inspection

When the exterior shell & interior partitions of the structure have been completed, prior to insulation, an inspection is required to ensure adherence to plans and building codes.

Typically, but not limited to, the Town of Gander will be looking for the following to be in place:

- Exterior walls c/w exterior sheathing, windows, doors and siding.
- All interior partitions are constructed and installed.
- All beams, bearing partitions and lintels are constructed and installed.
- Roof system c/w sheathing, shingles, roof vents, soffit and fascia, ceiling strapping.
- Column supports for beams installed down to foundation.

- Sub floor to be securely attached to floor joists.
- Stairs, installed as per National Building Code of Canada.
- Beam and lintel sizes as per plans or otherwise noted.
- Protection between wood partitions and concrete.
- Space provided around windows, for installation of insulation.
- Bedroom windows and at least one window in basement meet Egress Regulations.
- All plumbing, mechanical and electrical rough-in to be in place.

**6. Insulation/Vapour Barrier Inspection**

After insulation and vapour barrier have been installed, this office shall be contacted for an inspection.

The following is required to be in place prior to arranging inspection for insulation/vapour barrier:

- Exterior walls are insulated, and insulation fits snug to studs, top plates and shoes.
- Insulation installed completely around windows (sides, top and bottom).
- All cold ceilings are installed with the insulation fitting snug between truss.
- All vertical walls above ceiling are insulated.
- All floor joist headers and joist directly below exterior walls are insulated.
- All exterior walls and ceiling of attached garage are insulated.
- Insulation installed behind all electrical receptacles and plumbing located in exterior walls and partitions between attached garage and house (building).
- Rigid foundation insulation installed around foundation walls.
- All vapour barrier (6mil – super six) shall be in place at the time of inspection and all joints and seams shall be caulked with acoustical sealant, taped or both.

This inspection shall be completed prior to installation of drywall.

**7. Grading Inspection**

The Town of Gander will check and approve lot grading.

**8. Final Inspection**

Before occupying any building, **Application for an Occupancy Permit** shall be made and a final inspection must be carried out by the Building and/or Fire Inspectors. All construction must meet the requirements of The National Building Code and any other applicable codes and regulations. Application and requests should be made one week prior to occupancy to allow sufficient time for processing and conduction of inspections.

Typically, but not limited to, the Town of Gander will be looking for the following to be in place before an Occupancy Permit, temporary or otherwise, may be issued:

- All finish work is completed as per plans or otherwise noted.
- All plumbing is working properly.
- All electrical is working properly.
- Handrails shall be installed on all stairs.
- All exterior landing & decks have been constructed and installed c/w required railing.
- U.L.C. approved electric smoke alarms are installed and operational.
- Mechanical Ventilation System is installed and working properly. **Written certification must be provided by the installer of the air handling system and a copy shall be forwarded to the Town of Gander.**
- All windows and doors are operable.
- Rough grading is in place which prohibits the drainage of water onto a neighbouring property or towards the foundation of the present property.
- Any other **safety** concern which may be observed during the course of the inspection.

NOTE: If a re-inspection is required due to any mandatory inspection not meeting minimum requirements, or because of partial completion, a \$100.00 fee will be deducted from the re-inspection deposit for second and subsequent inspections.

In addition to this pamphlet, all provisions of the National Building and Fire Codes, as well as Town Regulations and By-Laws must be adhered to.

## Mandatory Inspections

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### BUILDING PERMIT

### REGULATIONS

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#### Residential and Commercial

New Buildings  
Major Renovations  
Extensions

**Revised:**

**May 20<sup>th</sup>, 2004**

**April 9<sup>th</sup>, 2009**

**January 14<sup>th</sup>, 2010**

**January 17<sup>th</sup>, 2013**

**January 20<sup>th</sup>, 2015**

**April 21<sup>st</sup>, 2015**

**March 2<sup>nd</sup>, 2016**



**TOWN OF GANDER**

**www.gandercanada.com**